

Minutes of a Meeting of New College Leicester Governing Body held at the College on Thursday 23rd June 2016 at 5.00 pm.

Present

Tony Barradell - Governor
Sue Billington - Governor
Jane Brown – Principal
David Guilford – Governor
Trevor Low – Governor
Deborah Rose – Governor
Ellen Rudge-Tezcan – Governor
Sue Thistlethwaite - Governor
Paul Wilson – Governor

Apologies

Ian Chakravorty – Governor
Dipak Patel – Governor

In Attendance

Rose Angus – Associate Principal
Lynn Dawson – Clerk to Governors

2. Minutes of the last meeting

The Minutes of the meeting held on 5th May 2016, having been previously circulated, were taken as read, noted and signed as a true record.

3. Matters Arising from the Minutes

Item 1 – Next meeting of Student Disciplinary Panel – meeting held today - ongoing. Thanks to governors for offering to sit on this panel.

Item 2 – Governors to explore sponsorship opportunities – ongoing.

Item 3 – Governors' termly seminar – Seminars are now reducing to one per year. Sue Billington to forward on any information when received – ongoing.

Item 4 – Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning – Deferred - ongoing.

Item 5 – Ellen Rudge-Tezcan to present Safeguarding Report – On September agenda - ongoing

Item 6 – Jane Brown to complete a high level spend plan for the college - ongoing

Item 7 – Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate – Deferred.

Item 8 – Governors to ensure keeping children safe protocol is being adhered to – There will be a new protocol issued in September - ongoing.

Item 9 – Sue Thistlethwaite to report on looked after children – on agenda - ongoing.

Item 10 – To dedicate a 10 minute slot on each GB agenda in terms of briefing governors on Child Protection in accordance with the current procedure – On agenda – ongoing.

Item 11 – High Level Teaching Plan to be presented to governors – Deferred to the September meeting.

Item 12 – Closed site proposals – decision recorded – Governors went away from the meeting in May to consider the proposal and unanimously agreed that the school should become a closed site from September.

4. Declaration of Interest

All members to declare any direct or indirect pecuniary interests they may have in the business to be transacted.

Sue Billington declared that she was a director for Propraxis. Trevor Low declared that he was Chairman of Hinckley Gymnastics Club which holds the operating license for the New College Gymnastics Centre. David Guilford declared that he was a governor for West Gate School. Sue Thistlethwaite declared that she was an education consultant.

5. Safeguarding Audit

JBR explained that due to Ofsted indicating some safeguarding concerns which had turned out to be a mistake, there had been a full audit of the school's safeguarding procedures undertaken by Sue Thistlethwaite. The annual safeguarding audit from the Local Authority had also been completed but she felt there were still some minor areas to work on to become fully outstanding.

Sue Thistlethwaite fed back on the safeguarding audit. She reported that she had used all regulations and had carried out a very wide audit regarding safeguarding and child protection i.e. allegations against staff, health and safety, curriculum, staff recruitment, training etc. She had looked at all records, carried out staff and student interviews and had concluded that the school had real major strengths and there were no concerns of student safety in the college.

Sue Thistlethwaite summarised her report by explaining that the Single Central Record is annually checked by the LA and the college have their own innovative recording procedures. There is a good system for CP issues and staff are generally confident in this area. There is also thorough work carried out on admissions with follow up on leavers etc.

Sue Thistlethwaite reported her recommendations of physical handling training for more staff, all volunteers to have DBS checks and a safeguarding notice board in the staff room. She reported that the evidence is already present to complete the LA safeguarding audit.

David Guilford reported that Health and Safety procedures were tightening up and he was having a meeting with Chris Gowns and Wayne Allsopp every three weeks.

Jane Brown explained that she was happy to share the college's safeguarding good practices with other schools.

6. Safeguarding Training

ERU presented a 10 minute training slot on Cyberbullying. A discussion took place regarding cyberbullying and ERU explained that the police had been in to take an assembly there is also a workshop taking place with an external company. She explained that there had been a strategy change with the police as they are taking PCSO's out of their role which may have consequences for the college.

7. Attendance

ERU reported that attendance was standing at 94.4% with an improvement on all year groups. There is still a push on attendance. She explained that New College Leicester is the second lowest school in the city with the number of L (late) and B (educated elsewhere) codes therefore the late procedure was having the desired effect. The governors recognised the excellent improvements in the College attendance rates.

ERU explained that Year 10 were tracking at 92.4% and this year was a very challenging group. There is a separate group of people that meet to focus on Year 10 attendance.

ERU reported that PAs are tracking at 12.7% and there is a continued drive to reduce this number. She explained that information is shared with tutors, HoYs etc. and these are focused on more intervention. JBR stated that 63% of students that the governors had interviewed had improved their attendance therefore thanks go to those governors involved.

ERU presented the attendance data by category and explained that next year will focus more on categories attendance e.g. SEN. She explained there would be lots of incentives put in place for Years 7 and 8 and the number of youngsters with SEN had reduced due to new codings being used by the DfE.

ERU then reported on exclusions. There had been 31 students excluded over 37 days. 1 student had received a substantial amount of time and was now on a managed move. There had been governors panels for 2 permanent exclusions and these had been upheld by governors.

JBR reported that the college was full in September and there was also a waiting list. There were 200 students coming in Year 7 in September with the appeals for the waiting lists taking place next week.

8. Student Progress Against Targets

RAN explained there was no latest data track. Year 11 exams had taken place and students had seemed well prepared. There had been mixed feedback from students and results would be downloaded on 24th August.

9. Quality of Teaching – Item to be deferred to next meeting. RAN explained that there had been a number of faculties identified with areas of weakness and whole new teams of staff were starting in September in ICT and MFL. The school had also employed a Head of Geography.

10. Governor feedback on work with the College

Uniform

DGU reported that uniform was superb with no problems.

Health and Safety

DGU reported that phased Health and Safety checks were taking place.

Feedback from Education Strategic Partnership Event

DRO reported that she had fed back to SBI and SBI would forward this on to governors.

Feedback from LA meeting re BSF/Buildings

SBI reported that a meeting had taken place with Frank Jordan and Sean Atterbury and there were some agreements in place with regard to landscaping, heating and the hogweed problem. The hogweed was to be treated with a programme of work in place and the heating would be

fixed by September by the college being taken off the district heating. SBI explained they needed commitment in writing to be received by the end of the month and funding secured and commit to spend of £1 million will be honoured.

11. Report from Trust Board

To be discussed in AOB

12. College Finance

TBA reported that finance was under control. There had been £250,000 miscoded by the Council but this was now resolved.

13. Staffing Matters Update

JBR reported that apart from recruiting for Second in Mathematics the college was now fully staffed for September with good quality staff coming in. Sheree Barnes received a well-deserved promotion to Assistant Principal.

14. Policy Approval

JBR explained there had been minor amendments on the Lettings Policy.

15. Any other business

Minutes for this item were recorded for the confidential minutes

Meeting closed: 7.10 pm
Next meeting: To be confirmed

ITEM	ACTION	OWNER	DEADLINE
1	Governors to offer dates to sit on Student Disciplinary Panels	All	Ongoing
2	Governors to explore sponsorship opportunities with their contacts	All	Ongoing
3	Sue Billington to circulate the invite to the annual seminar to all governors.	Sue Billington	Ongoing
4	Sue Thistlethwaite to carry out a walkthrough of the college to review behaviour and attitudes to learning.	Sue Thistlethwaite/Jane Brown	Termly
5	Ellen Rudge-Tezcan to present Safeguarding Report.	Ellen Rudge-Tezcan	Termly (Sept)
6	Jane Brown to complete a high level spend plan for the college.	Jane Brown	Ongoing
7	Sue Thistlethwaite to look at, and report back on impact of student disciplinary panels with a success rate.	Sue Thistlethwaite	Termly
8	Governors to ensure keeping children safe protocol is being adhered to	Sue Billington	Ongoing
9	Sue Thistlethwaite to report on looked after children.	Sue Thistlethwaite	Termly
10	A 10 minute Child Protection slot on each GB agenda in terms of briefing in accordance with the current procedure.	Ellen Rudge-Tezcan	Ongoing

11	High Level Teaching Action Plan to be presented to governors.	Rose Angus	Ongoing
12	Closed site proposals – decision recorded	Sue Billington	CLOSED